

BALTIMORE COUNTY LANDMARK NOMINATION FORM

http://www.baltimorecountymd.gov/Agencies/planning/historic_preservation/index.html

BALTIMORE COUNTY LANDMARKS PRESERVATION COMMISSION
 105 West Chesapeake Avenue, Suite 101, Towson, Maryland 21204 (410) 887-3495

This nomination form is designed to provide the Preservation Services Division with the necessary data to be able to evaluate the significance of the property for possible inclusion on the Baltimore County Landmarks List. Staff assistance is available to answer any questions you may have in regards to this form. Please fill out all of the sections so that staff has enough information to properly evaluate the nomination. **In cases where insufficient documentation has been submitted, staff may need to return the form to the applicant so that the information can be provided.**

GENERAL PROPERTY INFORMATION:

Property Name: _____

Property Address: _____ City: _____ Zip Code: _____

Property Owner Name & Address (if different than submitter): _____

TYPE OF STRUCTURE:

Building Identify each building if more than one:

Structure e.g. gate, wall, bridge :

Object e.g. milestone:

Other e.g. archeological site (if an archeological site, please attach a map indicating the area of archaeological survey):

HISTORIC BACKGROUND OF PROPERTY:

Historic use of this resource (choose all that apply)	Period of Significance	Status	Location
Agricultural Commerce Entertainment Government Industry Military Museum Park or Recreation Private Residence Religion Science Transportation Other	Prehistoric 1634-1699 1700-1799 1800-1899 1900-Present	Occupied Unoccupied Offered for sale Under renovation Process of transfer Proposed for demolition	Original Site Moved Year moved:

HISTORIC SIGNIFICANCE:

Please choose one or more of the following criteria being used to justify the nomination. Describe in detail how the property meets the criteria, including sources used for your justification. Please include the date of construction, names of architects or builders, and any other information that supports the nomination. Feel free to attach additional sheets if necessary.

Criteria 1. It is associated with a personality, group, event, or series of events of historical importance.

Criteria 2. It is a distinctive example of a particular architectural style or period.

Criteria 3. It is a good example of the work of a noted architect or master builder.

Criteria 4. It is a work of notable artistic merit.

Criteria 5. It has yielded and will be likely to yield information or materials important in prehistory or history. (When using this criteria, please note the archaeological survey of which the area has already been Included)

CONDITION OF THE PROPERTY: (Please check all that apply)

- | | |
|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Excellent | <input type="checkbox"/> Deteriorated |
| <input type="checkbox"/> Good | <input type="checkbox"/> Ruins |
| <input type="checkbox"/> Fair | <input type="checkbox"/> Altered |

Buildings in a deteriorated condition or ones that have been significantly altered at the time of nomination will require a site visit from staff so that the historic integrity of the property can be evaluated and reviewed along with the additional supporting historical documentation.

PHOTOGRAPHS: Along with the application, please submit current color photos of all sides of the building being nominated and any accessory structures relevant to the nomination. Please provide other photo documentation that highlights architectural features used as justification for the nomination.

NOMINATION SUBMITTED BY: *In case of a third party nomination, it is strongly recommended that the property owner be notified prior to submitting the application*

LPC Member (s) _____

Owner _____

Other _____

Mailing Address: _____

Phone Number: _____ E-Mail Address: _____

If this is a third party nomination, has the property owner been notified that an application is being submitted on behalf of their property:

Yes No If no, why not: _____

How was the property owner notified:

Letter (Please include a copy of the letter with this application)

In person/by phone Date of conversation: _____

Other _____

Has the County Councilperson for the district been notified that an application is being submitted on behalf of this property:

Yes No

Signature (required): _____

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LANDMARK NOMINATION FORM INSTRUCTIONS

In order to expedite your request, appointments are recommended

1. **General Property Information:** Enter the historic name or common name of the property, indicating which in parentheses after the name. Applicants may consult staff to determine an appropriate name, if desired. Enter the building number, name of the street, zip code and name of the locality if applicable. *(if the property has no street address, enter as precise a description of the location as possible-Example: Northwest corner of York Road and Corbett Road)*

Tax Map numbers and parcel numbers may be obtained through the Maryland State Department of Assessments and Taxation. <http://www.dat.state.md.us/sdatweb/datanote.html>

2. **Inclusion in Historic Surveys:** This information may be available within the historic sites files of the Planning Department or may be found through the Maryland Historical Trust. <http://www.marylandhistoricaltrust.net>
3. **Type of Structure:** Indicate what type of structure you are nominating. You may choose more than one.
4. **Verbal Boundary Description & Justification of Historic Environmental Setting:** Please indicate the total acreage of the property. In your explanation, briefly describe the setting and include a verbal description of the location, a general description of the resource, and landscape features. The boundaries should reflect the property's historic setting and convey its historic significance. The boundary should also encompass the significant concentration of buildings, structures, objects, sites, and natural features.
5. **Historic Background of Property:** Please indicate the period of significance and historic use of the resource. Please cite construction dates and any information about the architect or builder. Provide a general description of the architectural style (if known), number of stories, type and shape of roof and building materials.

Historic significance is the importance of a property to the history, architecture, archeology, engineering or culture of a community, state or nation. To qualify for the Baltimore County Landmarks List, the documentation provided should demonstrate that the property meets one of the following criteria:

1. *It is associated with a personality, group, event or series of events of historical importance.*
 2. *It must be a distinctive example of a particular style or period.*
 3. *It is a good example of the work of a noted architect or master builder.*
 4. *It is a work of notable artistic merit or;*
 5. *It has yielded and will be likely to yield information or materials important in pre-history or history*
6. **Owner of the Property (as listed in the State property record):** All property owners, including any owners not residing in Baltimore County, should be listed.

Please submit old and new photographs of the property. The number of views depends on the complexity and the size of the property. Photographs should focus on architectural or descriptive elements that provide a basis for the historic nomination.

If possible, please include a photocopy of the appropriate section of a U.S. Geological Survey Quadrangle Map with the location of the property circled. Approximate locations of buildings, structures, sites, and objects should be identified on the map.